



Attending: William Potter, DWDB; Andrea Guest, DVR; Keith Hunt, WIOA Chief Diversity & Exclusion Officer; Richard Fernandes, DET; Jamie Towns, DVI; Cynthia Fairwell DVR; Brenda Rodriguez, DVR; Nyair Stanford, DET; Romie Lutz, DET; Rhonda Austin, Job Corps; Valencia Sudler-Wynn DSS; Robin McKinney-Newman, DWDB; Darrell Miller, DOE/Adult & Prison Ed; Alta Porterfield, DE Libraries; Maureen Whelan DOE Adult and Prison Education Resources; Barry Butler, DET; Denise Burke, DVR; Wes Southall, DSS; Valarie Tickle, Criminal Justice Council; Sherese Brewington-Carr, DET; Andy Feher, DET; and Hope Ellsworth (recording).

Documents Reviewed During the April Meeting:

1. **One-Stop Team link:** <https://labor.delaware.gov/divisions/employment-training/team-info/>
2. WIOA Staff Orientation Presentation: now uploaded onto the One-Stop Team link

4-21-21 Meeting Discussion: This meeting was held via Zoom.

Welcome & Introductions

1. Wes Southall reported that Ray Fitzgerald is retiring from DSS to become the Executive Director of the Wilmington Housing Authority. Tom Hall is the Acting Director.
2. Debbie Talley is now the Acting Director of DVR.
3. Denise Burke is now in charge of DVR's Business Relations Unit.
4. Leaders also welcome Nyair Stanford and Andy Feher (DET) who will provide updates this morning.

Partner Resource Sharing

1. **NextGen Delaware Joblink:** Nyair Stanford gave an update. The next generation ("NextGen") of Delaware Joblink went live on 2/22 and they are still smoothing out a few kinks. Overall, everyone is getting used to the new system which is much more user friendly for those using tablets and iPhones.
2. **Forward Delaware:** Andy Feher provided an update. This training is being provided via CARES Act funding. The goal is to have 3500 students complete training. As of 4/19, 2,221 (61%) have enrolled in a program. 613 have successfully completed and 406 credentials have been earned so far. 126 have gotten jobs and Andy noted the delay in getting this information so this number is anticipated to actually be higher. There were still some open classes but most are full.
3. **GED Testing Sites:** Darrell reported that DSU just opened their Wilmington Testing site. More GED testing sites continue to open. Hope noted that she reviews this online information, monthly, with the One-Stop teams.

4. H1B Grant: Richard Fernandes reported that the DE Dept. of Labor received \$9,193,902 from the H1B One Workforce Grant to provide more economic growth opportunities in the IT Industry targeting pathways for Delaware citizens who are unemployed, underemployed, disabled, veterans and their spouses (including those veterans transitioning out of the U.S. Armed Forces), young adults ages 18-26, underrepresented women, People of Color, or citizens reentering the workforce as ex-offenders to prepare for jobs and connect with employers in the IT field. Wanda Gibson (DET) is overseeing this grant.
4. Telehealth @ DE Libraries: Alta Porterfield reported that Sussex Libraries are involved in a pilot for telehealth, as well as job interviews. This information is being shared with all One-Stop Teams.
5. Other Resources shared with One-Stop Teams this month:
 - a. Summer Cooling Assistance Program via FSCAA
 - b. DSHA Rental Assistance Program

WIOA Non-Discrimination Plan

1. Keith Hunt provided a quick update. This month, he is presenting to all of the One-Stop Teams to begin to communicate this NDP to WIOA staff. He will share the presentation/slide deck with Leaders in May.

Infrastructure Funding Agreement

1. Bill Potter reported that he has connected with key partners to get needed information for the updated IFA. He will share the draft once it is ready. The updated IFA is due to the Feds by 6-30-21.

Workforce System Strategic Planning Reorganization

1. Over the last couple of months, TIPS Strategies has provided our Leadership Team with updates about proposed changes.
2. Bill reported that the DWDB has agreed with TIPS efforts and tasked Bill with putting the information into a document. TIPS proposed 3 committees, but Bill is proposing 5. Leaders would be on every committee along with the DWDB.
3. Social Contract will facilitate the project management piece of this project.
4. Board: strategy & then handoff to Leaders (Leaders on DWDB); WIOA Partners – Operations/implementation; Staff – tactics. Bill shared a graphic, which is included at the end of these minutes.

WIOA Partner Referrals:

1. Romie Lutz (DET Partner Referral Liaison) shared her screen to display the partner referral process that is in VOCAL. She presented this information to the One-Stop Teams in March and received some initial feedback.
2. She and Hope continue to meet weekly to work on updating and reinstituting the WIOA Partner Referral process.
3. Information Needed from Partner Programs: She will need an identified email address for each partner program. This will be used to forward referrals that have been made to that partner program from another partner program.
4. A short-term pilot is being set up to test the process. An update will be provided next month.
5. The referral process involves:
 - a. Partner programs requesting a referral to be made to another partner program; and
 - b. Partner programs receiving a referral from another partner program; and
 - c. Partners reporting that a referral has already been made to another agency (if they prefer to make the referral themselves).
3. A mechanism to track the number of referrals made is also being developed.

WIOA Leadership Implementation Planning

1. Frontline Services – Maureen reported that the WIOA Staff Orientation PPT has been finalized and loaded onto the One-Stop Team link. It is expected that all Partner Programs will have current, as well as new staff, review this presentation. She also reported that they are currently working on a Partner marketing concept.
2. Case Management – Barry Butler provided an update and shared the section in Delaware Joblink that will work to ID which partner programs are providing case management support to the same individual. A pilot is getting underway so that front line staff (CareerTeam and DSS Wonder Unit) can help work out the snags. The team will continue to share its progress.

5-12-21 One-Stop System Convening: “Bounce Forward”

1. Hope provided an update. Registration is in full swing for the Convening and the 5/10 Pre-Convening “work from home tech tip” workshops.

Local One-Stop Meetings Update

1. Hope quickly reported that Keith Hunt is presenting the WIOA Non-Discrimination Plan to the One-Stop teams in April and the teams will provide final input on Convening details.
2. Hope noted that Job Fairs and hiring events are definitely on the rise.

Next Meeting: Wednesday, May 19th, 9-11am via Zoom.

